

Public Guide: Broadcast Transmitter Laboratory Registration for Business Operation Experimentation

Service Agency: Broadcasting Engineering Standard Approval Bureau, Non-Ministry Affiliated Agency

Rules, Procedures and Conditions (if any) of Application Submission and Permission Consideration

Being the Juristic Person under the following items as follows.

Being the government sector or private sector educational institution which is opened for professional or engineering instruction in the Program of Electronics, Electrical Communication, Telecommunication, or Industrial Education in Telecommunication or Electronics, and being certified for the curriculum from Office of the Higher Education Commission (OHEC) or Office of the Vocational Education Commission (OVEC)

Being the government sector agency that has related mission or is able to conduct the test of broadcast transmitter.

Being the Juristic Person established in under Thai law and has operating objective relating to electrical or electronic devices.

Having key personnel consisting of tester and certifier of Test Report. The said key personnel shall pass training relating to the test of broadcast transmitter for broadcasting business operation experimentation from Office of the NBTC.

The tester shall have educational qualification not below Vocational Certificate (PorVorChor.) in Electricity Program or Electronics Program

The certifier of Test Report shall have educational qualification not below Bachelor's degree of the Curriculum of Bachelor of Engineering in Electronics, Electrical Communication, or Telecommunication Program, or Bachelor of Industrial Technology in Electronics, Electrical Communication or Telecommunication Program.

Remark:

1. In the case where the applicant submits the application in person

1.1 In the case where the application and documentary evidence is correctly and completely submitted, the competent authority shall receive the said application and documentary evidence for execution following the steps and service durations prescribed in the Guide.

1.2 In the case where the application and documentary evidence are incorrectly or incompletely submitted, the competent authority shall record information and list of documents or evidence requiring additional submission, and schedule deadline requiring submission of additional documents. The competent authority and the applicant shall countersign in such record as evidence.

2. In the case where the applicant delivers the application and documentary evidence by post, Office of the NBTC shall immediately verify the completeness of the application and related documentary evidence. If they are incorrect or incomplete, the competent authority shall record information and list of documents or evidence requiring additional submission, and schedule deadline requiring submission of additional documents for acknowledgment of the applicant within the said working days. Unless in the case where documents received after 15.00 hrs., the notification shall be made within the following working day.

3. If the applicant fails to revise or provide additional documents within the prescribed deadline, the competent authority shall issue a letter for returning of such application and documentary evidence to the applicant accordingly.

4. The competent authority will not consider the application and will not start to count the operating duration until the applicant revised the application or completely provided the additional documents under the record of fault(s).

5. The duration of operating step under the Guide shall begin after completion of full verification by the officer on documents as specified in Public Guide.

6. Office of the NBTC shall notify consideration result for acknowledgement of the applicant within seven (7) days from completion date of consideration. Once the deadline is met and the consideration is still processing, the licensor shall give a written notice on the cause of delay every seven (7) days until completion of consideration.

7. The applicant shall provide a certified copy of documents submitted to Office of the NBTC as support of the application, in which the said copy is being certified by the authorized person on

every page.

Steps, Duration and Responsible Section

Total Operating Duration: 53 Working Days

No.	Steps	Duration	Responsible Section
1)	Document Verification The officer verifies completeness and completeness of documents. (Remark: -)	1 Day	Office of the National Broadcasting and Telecommunications Commission
2)	Consideration Office of the NBTC considers laboratory registration and during this time, the officer makes the appointment to enter to inspect preparedness and operation of the laboratory. (Remark: -)	45 Working Days	Office of the National Broadcasting and Telecommunications Commission
3)	Signing/Resolution of the Commission The Secretary General of the NBTC or the authorized person of The Secretary General of the NBTC, approves signs on laboratory registration acceptance document. The term of registration is one (1) year from the acceptance date of registration. (Remark: -)	7 Working Days	Office of the National Broadcasting and Telecommunications Commission

List of Documents and Supporting Evidence

No.	Title of Document, Number, and Additional Details (if any)	Document Issuing Government Agency
1)	<p>Broadcast Transmitter Laboratory Registration</p> <p>Application for Businesss Operation Experimentation</p> <p>Original document: 1</p> <p>Copy of original document: 0</p> <p>Remark -</p>	<p>Office of the National Broadcasting and Telecommunications Commission</p>
2)	<p>Juristic Person Certificate</p> <p>Original document: 0</p> <p>Copy of original document: 1</p> <p>Remark (the document showing Juristic Person registration and the authorized person who acts in binding with the following items.</p> <ol style="list-style-type: none"> 1. In the case of government sector educational institution, or government sector agency, the following shall be submitted. <ul style="list-style-type: none"> - Copy of Identification Card or Copy of House Registration of the authorized person who acts in binding with the government sector educational institution or government sector agency. 2. In the case of the private educational institution, the following shall be submitted. <ul style="list-style-type: none"> - Copy of License for Establishment of Private Educational Institution. - Copy of Identification Card or Copy of House Registration of the authorized person who acts in binding with the private educational institution. 3. In the case of limited company or public limited company, the following shall be submitted. <ul style="list-style-type: none"> - Copy of Juristic Person Registration Certificate and 	<p>-</p>

No.	Title of Document, Number, and Additional Details (if any)	Document Issuing Government Agency
	<p>Copy of Memorandum of Association.</p> <ul style="list-style-type: none"> - Copy of Identification Card or Copy of House Registration of the authorized person who acts in binding with the Juristic Person. <p>4. In the case of registered ordinary partnership or limited partnership, the following shall be submitted.</p> <ul style="list-style-type: none"> - Copy of Registered Ordinary Partnership or Limited Partnership Registration Certificate. - Copy of Identification Card or Copy of House Registration of all Partners. <p>Additional documentary evidence in the case of authorization for representation</p> <ul style="list-style-type: none"> - Lawful Power of Attorney - Copy of Identification Card and Copy of House Registration of the Principal - Copy of Identification Card and Copy of House Registration of the Attorney 	
3)	<p>Name List of Testers and Certifiers of Test Report</p> <p>Original document: 1</p> <p>Copy of original document: 0</p> <p>Remark -</p>	Office of the National Broadcasting and Telecommunications Commission
4)	<p>Copy of Evidence for Passing Broadcast Transmitter Testing Training for Business Operation Experimentation</p> <p>Original document: 0</p> <p>Copy of original document: 1</p> <p>Remark -</p>	Office of the National Broadcasting and Telecommunications Commission
5)	<p>Copy of Graduation Evidence (Transcript)</p> <p>Original document: 0</p>	Office of the National Broadcasting and

No.	Title of Document, Number, and Additional Details (if any)	Document Issuing Government Agency
	Copy of original document: 1 Remark -	Telecommunications Commission
6)	List of Testing Tools Original document: 1 Copy of original document: 0 Remark -	Office of the National Broadcasting and Telecommunications Commission
7)	Copy of Calibration or Verification Evidence for Testing Tools Original document: 0 Copy of original document: 1 Remark -	Office of the National Broadcasting and Telecommunications Commission
8)	Details of Testing Procedure and Method for Broadcast Transmitter in each item by referring to tools available for use in laboratory Original document: 1 Copy of original document: 0 Remark -	Office of the National Broadcasting and Telecommunications Commission
9)	Map of Laboratory Location Original document: 1 Copy of original document: 0 Remark -	Office of the National Broadcasting and Telecommunications Commission

Fee

No.	Detail of Fee	Fee (Baht / Percent)
1)	Request for Laboratory Registration of Broadcast Transmitter for Business Operation Experimentation and Request for Renewal of Laboratory at free of charge for fee (Remark: -)	0 Baht

Form, Sample and Filling Guide

No.	Title of Form
<i>No form, sample and Filling Guide</i>	

Remark